

Central Wisconsin Community Action Council, Inc.

PBP Committee Meeting Minutes

March 12, 2021

Present: Charlie Krupa (by Zoom), Joy Casperson (by Zoom), Ross Curry (by Zoom), Sandy Wormet (by Zoom), and John Earl

Excused Absence: John Atkinson, John Wenum, and Scott Beard

Staff: Fred Hebert, Ed Czerkas, Dale Casperson (by Zoom), Wendy Schneider, and Donna Lynch

Guests: Bob McClyman, Muriel Harper, Donna Maly (by Zoom), and Dave Singer

1. Charlie Krupa called the meeting to order.
2. Roll call was taken with five members present.
3. Motion passed by unanimous vote approving the agenda. Motion passed by unanimous vote approving the February 19, 2021 meeting minutes with the revision under #4, under Krupa Village, of "Sign ordered and ready for installation" instead of "Sign installed".
4. Ed presented the Buildings Maintenance & Repairs Report with detailed information about each of our buildings. **Dells Ofc:** Bathroom fan belt replacement, Dells garage construction to begin soon for storage of maintenance supplies & equipment, Dells outside cooler temp gauge frosting up & sending false alarms, disconnected for now until weather warms up & repairs can be done; **Pine Grove:** Apartment ready to rent; **Kirk-Wood:** Minor repairs; **Kenwood:** Patio door replacement; **Gift of Years:** Discussion of bushes being planted; **Krupa Village:** Exhaust venting for heat/dryer vents plugging up with BTU repairing when weather warms up; **Adams Food Pantry:** Phone issue being addressed; **Rolan's:** Prepping an apartment; **Holly Heights:** No update; **Wyona Lake:** No update; and **Beaver Dam Office:** Issue with chimney & minors repairs to be done soon. Ed reminded everyone about daylight savings time.
5. Joy presented the Property Managers Report with ten apartment vacancies and 91% building occupancy. On April 1st we will be at 92% occupancy. The Adams-Friendship Gift of Years Village has many requirements and paperwork needs to be meticulous. Many phone calls are received from potential renters, but some have too much money to quality. An overnight guest issue was addressed at Holly Heights using the newly installed security camera.
6. We recently received a letter from the New Beginnings board with copies to each of our board members. Fred plans to meet with their Board President and send a response letter indicating our disengagement and willingness to hire a Shelter Manager modeling our participation with the Baraboo Shelter. Donna Maly has encouraged them to move forward with this process and will keep us updated.
7. We are working on contract completion for the Fait Family Apartments, and Kurt is working on bids.
8. Wendy provided an update on the Baraboo Homeless Shelter which is now open and taking clients. The Homeless Shelter Manager, Cassie Manson is doing an amazing job. We received a \$75,000 EHH grant for hiring of a part-time staff to assist Cassie. After COVID, the shelter can have a 30-person capacity. They are currently looking for a male house manager.
9. Fred received a sales inquiry on Dells Lot #2. We may develop this lot in the future. Bob mentioned that if we're interested in selling, we could contact Stroede Brothers who have been purchasing property in the Dells for construction.

10. Wendy has been working on the new Wisconsin Emergency Rental Assistance Program spending out \$362,985 in two weeks. This program assists those who have been affected by COVID and struggling to pay their rent. We recently hired a part-time staff to assist with this program in the Portage office.
11. Fred mentioned that John Atkinson is under the weather, however said to tell everyone hi.
12. Next Meeting – Friday, April 9, 2021 @ 10:00 am